

**Meeting Date:**

February 24, 2000

**Members Present:**

Wanda Martin (Recorder)  
Peggy Jones (Treasurer, proxy)  
David Shonle (County Clerk, proxy)  
Ande Gregg (Controller, proxy)  
Shirley Mizen (Auditor, proxy)

**Others Present:**

Beth White (Office of Corporation Counsel)  
Kelli Robinson (Office of Corporation Counsel)  
Patsy Sharpe (Marion County Assessor's Office)  
Joni Romeril (Marion County Assessor)  
Mark Mertz (Office of Corporation Council)

The meeting was called to order by Chairman Wanda Martin.

**Approval of Minutes:** A motion was made by Wanda Martin to approve the minutes of the October 6, 1999 meeting. Motion was seconded by David Shonle and unanimously approved.

**Marion County Assessor:** A request was made to destroy Form 130 Filings from Washington, Wayne, Pike, Center, Lawrence, Perry, Warren and Franklin Townships (1989); Form 136 Filings from Pike and Wayne Townships (1989); Board of Review Minutes/Agendas (1989) and Reassessment Lists (1989). Ande Gregg moved to accept this request. Shirley Mizen seconded the motion and unanimously approved.

**Office of Corporation Counsel:** A request was made to destroy Litigation Lawsuit Files containing pleadings, correspondence, attorney's notes and tort claim notices (closed cases from 1984 through 1996). Shirley Mizen moved to accept this request, which was seconded by David Shonle. The motion was approved unanimously.

**Office of Corporation Counsel:** A request was made to destroy Zoning Enforcement Lawsuit Files containing pleadings, correspondence, attorney's notes and settlement agreements (closed cases from 1988 through 1996). Ande Gregg moved to accept this request. Motion was seconded by David Shonle and unanimously approved.

**Publicity Committee:** Chairman Martin stated that Gregory Jordan and David Shonle volunteered to sit on this committee. Its purpose is to develop a program to disseminate information about the functions of the Commission to city and county agencies. Ms. Martin indicated that she would like to have a representative from a city agency. Ande Gregg graciously offered her services. David Shonle moved to establish this committee. Motion was seconded by Ande Gregg and unanimously approved.

**Discussion of Amendment to Retention Schedules:** Based on the letter sent to Mr. Gerald Handfield (July 6, 1999) and verbal conversations between Rick Applegate, State County Records Analyst, and David Shonle, the board has requested Mark Mertz to clarify the issue of Marion County's outside audit and how it reconciles with retention wording. Mr. Mertz will render his opinion at the next Commission meeting.

There being no further business, David Shonle moved to adjourn the meeting. His motion was seconded by Shirley Mizen and unanimously passed.

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Wanda Martin, Chairman

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Sarah M. Taylor, Secretary